

**Arizona AIDS Drug Assistance Program (ADAP)  
Approved Documentation of Arizona Residency**

**Please read this list carefully.**

**If you can produce one official document as listed under item 1, then you have satisfied the residency documentation requirement.**

**If you cannot produce any of the official documents under item 1, go to item 2. If you can produce two documents as listed under item 2, then you have satisfied the residency documentation requirement.**

**Only if you cannot produce any of the documents under item 1 or 2, go to item 3.**

- 1) Any **one** of these official documents will be accepted as proof of Arizona residency if:  
the document contains the applicant's/client's name or the name of an adult family member with whom the applicant/client lives and the address is a "land" address, not a P.O. box, and is the same as the applicant's/client's stated address:
  - Official documents with name and ***address present***, include:
    - Documentation issued by a governmental entity, such as Department of Economic Security (DES), related to participation in public assistance, dated within 60 calendar days before the date of application/program renewal month
    - AHCCCS approval or denial letter, dated within the previous six months
    - Social Security or Veteran's Affairs Benefits award letter, dated within the previous six months
    - Unemployment award/benefits statement from the Arizona Department of Economic Security, dated within the previous six months
    - Property tax statement for the most recent tax year issued by a governmental entity
    - Home Owner's Association assessment/fee statement, dated within 60 calendar days before the date of application/program renewal month
    - Lease agreement, dated within the previous six months
    - Mortgage statement for the most recent tax year

**Are you able to produce an official document listed above? If yes, stop here. If no, go to the next section.**

- 2) If you are unable to produce one of the official documents listed above, any **two** of the below will be accepted as proof of Arizona residency if:  
the document contains the applicant's/client's name or the name of an adult family member with whom the applicant/client lives and the address is a "land" address, not a P.O. box, and is the same as the applicant's/client's stated address:
  - Utility bills, dated within 60 calendar days before the date of application/program renewal month (these are bills that generally represent services received at a residence, and are linked to the residence rather than the person). Examples:
    - Cable TV
    - Internet
    - Electric power company

- Southwest Gas
  - Water/sewer/garbage
  - Land line phone
- Tax statement, other than property tax statement, issued by a governmental entity for the most recent tax year
  - IRS W-2 (tax) form for the most recent tax year
  - Check stub or statement of direct deposit issued by an employer for the most recent pay period
  - Bank or credit union statement dated within 60 calendar days before the date of application/program renewal month
  - Non-expired Arizona drivers license
  - Non-expired Arizona vehicle registration
  - Non-expired Arizona identification card
  - Tribal enrollment card or other type of tribal identification
  - Immigration identification card issued by U.S. Citizenship and Immigration Services dated within the previous six months

**Are you able to produce two of the documents listed above? If yes, stop here. If no, go to the next section.**

- 3) If you are unable to produce one of the documents listed under item 1 or two of the documents listed under item 2, any **two** of the documents below will be accepted as proof of Arizona residency if:

the document contains the applicant's/client's name or the name of an adult family member with whom the applicant/client lives and the address is a "land" address, not a P.O. box, and is the same as the applicant's/client's stated address:

- Any **one** of the documents listed under item 2
- Letter from transitional housing or extended care facility, mentioning client by name and address
- Written statement from a community service organization verifying that the applicant/client is homeless
- A billing statement from a department store, primary care provider's office, insurance company, or mobile telephone company dated within 60 days before the date of application/program renewal month
- Vehicle insurance card dated within the previous six months
- An official document, such as an Arizona voter registration card
- A written statement issued by the applicant's/client's case manager indicating that the case manager has conducted a home visit with the applicant/client within 30 calendar days before the date of application/program renewal month
- Written statement issued by the applicant's/client's primary care provider, verifying that the applicant/client is a resident of Arizona
- If you stated that you receive assistance from another individual, a letter from the individual to support the statement